

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JULY 22, 2015**

MINUTES

1. The Willmar Planning Commission met on Wednesday, July 22, 2015, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

Members Present: Andrew Engan, Randy Czarnetzki, Aaron Larson, Bob Poe, Steve Gardner, Margaret Fleck, and Rolf Standfuss.

Members Absent: Scott Thaden, and Gary Geiger.

Others Present: Bruce D. Peterson-Director of Planning and Development Services, and Megan DeSchepper-Planner.

2. MINUTES: The minutes of the July 8, 2015 meeting were approved as submitted save for a date typo that was noted by staff.
3. FREE 35 FOOT ADDITION FINAL PLAT- FILE NO. 15-02: Staff presented the final plat on behalf of Steve Woehler of a three lot replat into four lots on property legally described as follows: Lots 3-5, Block 3, and the Southwesterly ½ of vacated 13th St. SE lying adjacent to Lot 5, Pleasant View Third Addition (1204, 1208, 1212 Pleasant View Dr. SE). The conditions of approval of the preliminary plat have been addressed such as reapportionment of assessments, a utility easement to be noted, and a drainage issue.

Staff comments were reviewed and discussed (see Attachment A).

Mr. Gardner made a motion, seconded by Ms. Fleck, to approve the final plat as presented.

The motion carried.

4. INDUSTRIAL PARK USE DISCUSSION: Staff discussed the use of the newly expanded industrial area west of County Road 5 and that the current real estate listing agent suggested the City also market the land as General Business Commercial. The Planning Commission talked about the area being designated industrial in the Comprehensive Plan and that Local Option Sales Tax Monies were geared toward the project for industrial growth.

Mr. Standfuss made a motion, seconded by Ms. Fleck, to reaffirm the zoning of the area as industrial.

The motion carried.

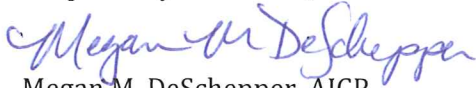
5. SALE OF LAND AT WASTE WATER TREATMENT FACILITY: Staff presented the request for the sale of five acres of land by the Waste Water Treatment Facility for an Ag business that needs access to sewer. The land is currently zoned G/I (Government Institutional) and if

the transaction is approved by Council the land will have to be rezoned to Ag (Agricultural). The City Charter requires the Planning Commissions review of all City land transactions. Mr. Czarnetzki made a motion, seconded by Mr. Larson to approve the land sale and forward it onto the City Council for action.

The motion carried.

6. There being no further business to come before the Commission, the meeting adjourned at 7:33 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

PLANNING COMMISSION-JULY 22, 2015

STAFF COMMENTS

1. FREE 35 FOOT ADDITION-FINAL PLAT- FILE NO. 15-02:

- The applicant is Steve Woehler, Willmar, MN.
- The plat is a replat of three lots and a half vacated street into four lots on property described as follows: Lots 3-5, Block 3, AND the Southwesterly ½ of vacated 13th St. SE lying adjacent to Lot 5, Pleasant View Third Addition (1204, 1208, 1212 Pleasant View Dr. SE).
- The property is zoned R-2 One and Two Family Residential.
- The property is accessed via Pleasant View Dr. SE.
- The applicant is reapportioning the existing assessments.
- The easement has been noted on Lot 1 as requested by the Engineering Department.
- Mr. Woehler will be addressing the SW corner of Lot 1 drainage as per the City Engineering Department.

RECOMMENDATION: Approve the final plat as presented.

**NOTICE OF HEARING ON A REQUEST FOR
A CONDITIONAL USE PERMIT**

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, August 12, 2014, at 7:01 p.m. at the City Office Building (Conference Room # 2 upstairs), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a conditional use permit requested by Greta Smolnisky and Michael Kinney, Willmar, MN, to allow a catering business with commercial kitchen on property described as: Lot 3, Block 53, Original Townsite of Willmar (408 7th St. SW).

All property owners or residents living in the vicinity of the above-described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

July 31, 2015
Date

Megan M. DeSchepper
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Jill al 231-8575, de la Cooperativa de Integración del Oeste Central.

Hadii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo WAC Contact:
Lul Yusaf, Somali Women & Family Center (320)235-0532 or (678)467-3217.

To approve a conditional use permit, the Planning Commission must make, where applicable, the following affirmative findings:

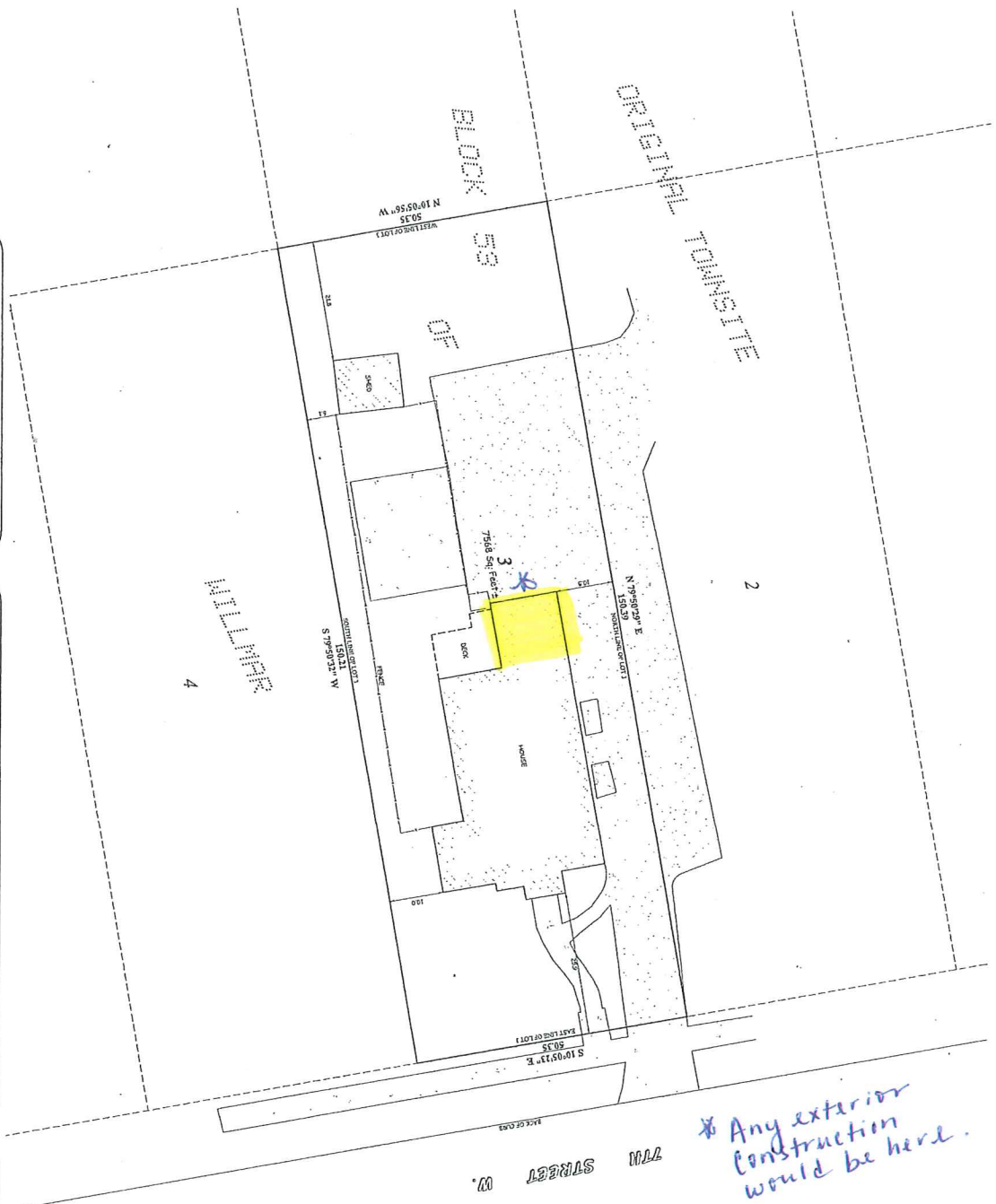
1. That the conditional use, with such conditions as the Commission shall determine and attach, conforms to the purpose and intent of this Ordinance, and is in conformity with the Comprehensive Land Use Plan of the City.
2. That there was no factual demonstration of a substantial/appreciable negative impact on values to properties in the neighborhood from the proposed conditional use.
3. The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community.
4. That the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as zoned.
5. That adequate utilities, access roads, stormwater management, and other necessary facilities have been, or are being, provided.
6. That adequate measures have been, or will be, taken to provide ingress and egress in such a manner as to minimize traffic congestion and maximize public safety in the public streets.
7. The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area/neighborhood.

If you have any specific questions regarding the request, call City Offices at (320)235-8311 and ask to speak to Megan DeSchepper, City Planner.

LEGAL DESCRIPTION

Lot 3, Block 53, of the ORIGINAL TOWNSHIP OF WILLMAR, as of public record,
Kandiyohi County, Minnesota.
Subject to easements of record.

* Any exterior
construction
would be here.



NOTE: THIS SURVEY IS PREPARED ONLY FOR THE BENEFIT OF THE PARTY TO WHOM IT IS ISSUED. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT FIRST CONTACTING THE SURVEYOR OR THE BUREAU OF LAND MANAGEMENT.

370 CHAMBERLAIN RD., SUITE 105
COLD SPRING, MN 55320
PH: 320-485-5905
FAX: 320-485-5050

CERTIFICATE OF SURVEY PREPARED BY:
O'MALLEY & KRON
LAND SURVEYORS, INC.

1004 AND ST. SE
WILLMAR, MN 55201
PH: 320-255-4012
FAX: 320-485-5050

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME
OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED LAND
SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
MINNESOTA REGISTRATION NO. 4199 DATE: 07-26-2015

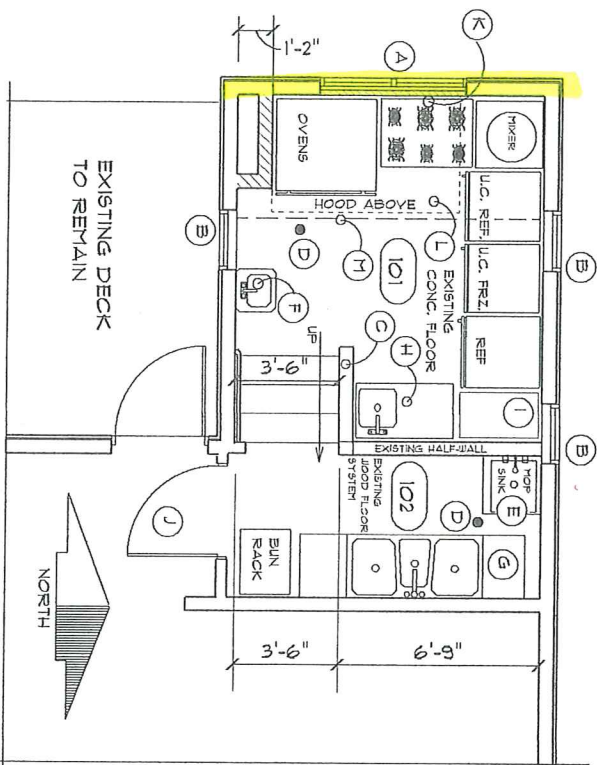
SHEET 1 OF 1

JOB NO: 2015-233
FILE NAME: 2015-233.DWG
LOCATION: 15-119-35

CERTIFICATE OF SURVEY PREPARED FOR:
GRETA SMOLNISKY

DRAFT INTERIOR CONSTRUCTION

*Any exterior construction would be per 2



FLOOR PLAN

1/4" = 1'-0"

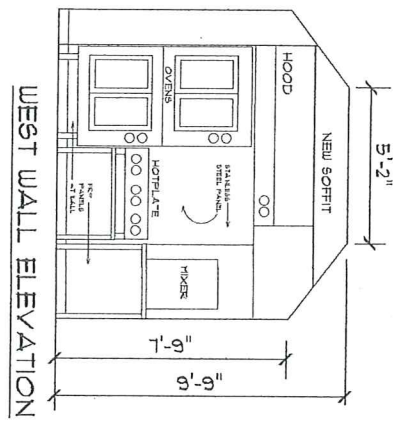
- EXISTING WALLS TO REMAIN
- CLOSE WINDOW TO INTERIOR SIDE - WINDOW TO REMAIN IN PLACE

ROOM FINISH SCHEDULE			
ROOM NO.	FLOOR/RAISE	WALLS	CEILING
101	KITCHEN	FRP*	PAINT
102	FLOOR SYSTEM	FRP*	PAINT
CEILING		FRP*	PAINT

* FIBERGLASS REINFORCED PANEL OVER GYPSUM BOARD

SPECIFICATIONS:

- ALL WALL SURFACES TO HAVE FRP (FIBERGLASS REINFORCED PANEL) PANELS. EXTEND FROM FLOOR BASE TO SLOPED CEILING SURFACE. (GLASSBORO) OR EQUAL FRP WALL PANELS, EMBOSSED OR SMOOTH. HALF-WALL CAP TO BE (CORIAN) SOLID SURFACE OR EQUAL.
- SLOPED AND FLAT CEILING SURFACES TO HAVE PAINTED FINISH - (SHERWIN-WILLIAMS) OR EQUAL, PRO-INDUSTRIAL PRE-CATALYZED WATER BASED EPOXY NSF CERTIFIED EPOXY/POLYUREA UNCOVE BASE OR
- FLOORING TO BE: PORCELAIN TILE UNCOVE BASE OR NSF CERTIFIED EPOXY/POLYUREA UNCOVE BASE OR
- ALL EQUIPMENT MUST BE COMMERCIAL, FOOD GRADE, NSF CERTIFIED.



WEST WALL ELEVATION

DRAWING NOTES

- CLOSE EXISTING WINDOW TO INTERIOR SIDE. WINDOW TO REMAIN TO EXTERIOR.
- EXISTING WINDOW TO REMAIN - CLAD JAMBES WITH FRP, SOLID SURFACE SILL. ADD 2x4 HALF WALL TO MATCH EXISTING HALF WALL. SOLID SURFACE CAP.
- INSTALL NEW FLOOR DRAIN. CONNECT TO EXISTING DRAIN LINE.
- INSTALL NEW UTILITY HOP SINK AND COMPATIBLE FAUCET. FIBERTEE MODEL 62H OR EQUAL.
- INSTALL STAINLESS STEEL HAND WASH SINK AND FAUCET - (PATRIOTWARES) MKSH OR EQUAL, NSF CERTIFIED.
- INSTALL STAINLESS STEEL THREE COMPARTMENT SINK - (PATRIOTWARES) MKS3-D-18 OR EQUAL, INSTALL COMPATIBLE FAUCET.
- INSTALL STAINLESS STEEL ONE COMPARTMENT SINK - (PATRIOTWARES) MKSH-DL OR EQUAL, INSTALL COMPATIBLE FAUCET.
- INSTALL NSF CERTIFIED TABLE/COUNTERTOP - VERIFY SIZE.
- INSTALL NEW 3'-0" X 6'-0" METAL DOOR AND FRAME IN EXISTING OPENING. ENAMEL PAINT AT DOOR AND FRAME.
- STAINLESS STEEL WALL PANEL AT COOKTOP.
- INSTALL HOOD OVER HOTPLATE AND OVENS. ADD SOFFIT AS REQUIRED AT TOP OF HOOD FOR PROPER INSTALL. SEE ELEVATION.
- ADD SOFFIT AT WEST WALL TO ATTACH HOOD. VERIFY MOUNTING HEIGHT OF HOOD.
- EXISTING HANDRAIL TO REMAIN.

GENESIS ARCHITECTURE
 PHILIP B. ANDERSON - PRINCIPAL ARCHITECT
 1550 WILLMAR AVENUE SE
 WILLMAR, MINNESOTA, 56201
 PHONE: 320-235-8663

MIKE KINNEY KITCHEN
 408 S.W. 7TH STREET
 WILLMAR, MINNESOTA

DATE: JULY 14, 2015
 SHEET NO: FLOOR PLAN
 1 OF 1

NOTICE OF HEARING ON A REQUEST TO SUBDIVIDE PROPERTY

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, August 12, 2015, at 7:05 p.m. at the City Office Building (Conference Room #2 upstairs), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a subdivision plat submitted by Koosman Construction, Willmar, MN. Said plat is a replat subdivision of property described as: Lots 1-11 AND Lots 16-22, Block 2, TerraPlane Estates.

All property owners or residents living in the vicinity of the above described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

July 31, 2015

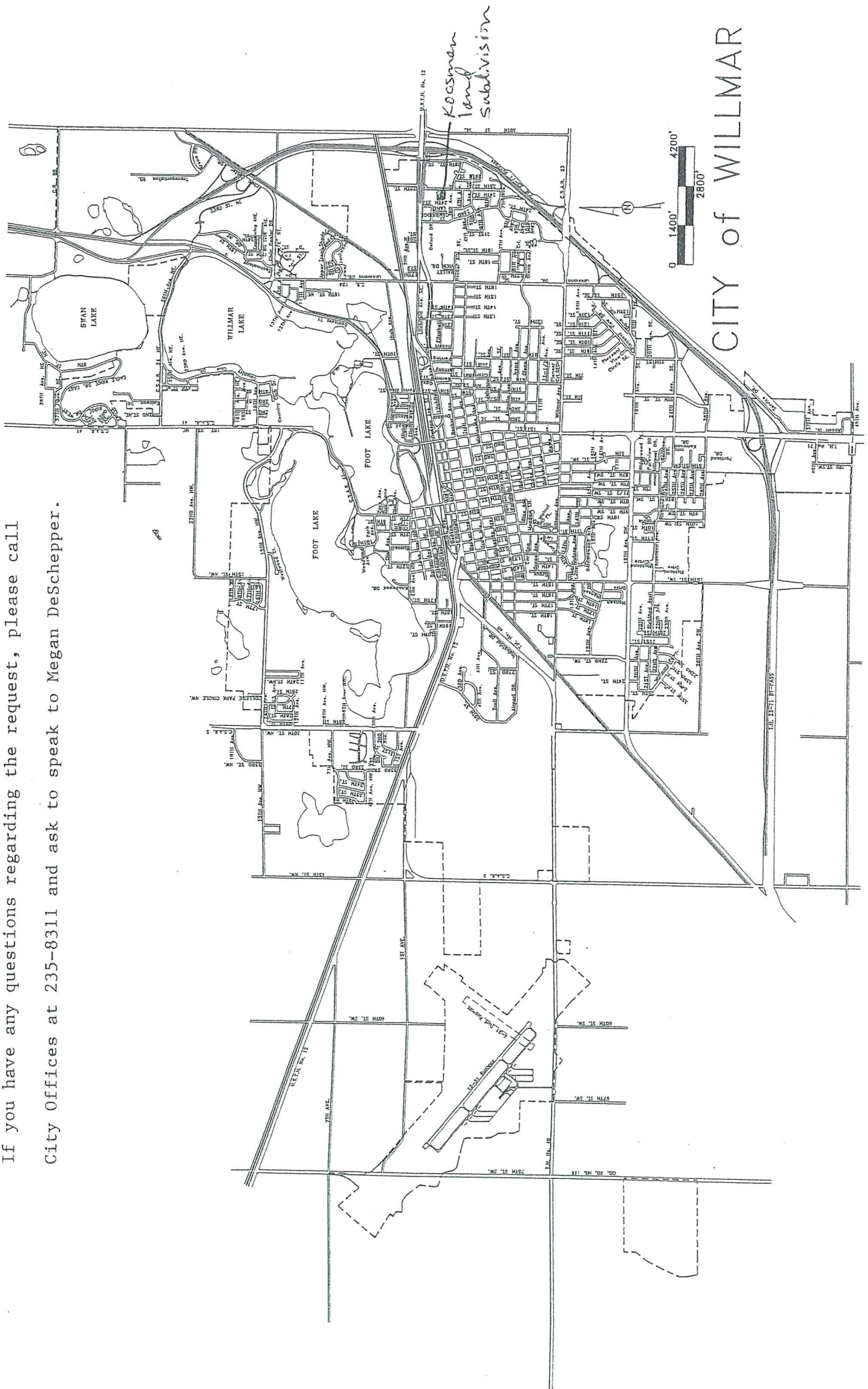
Date

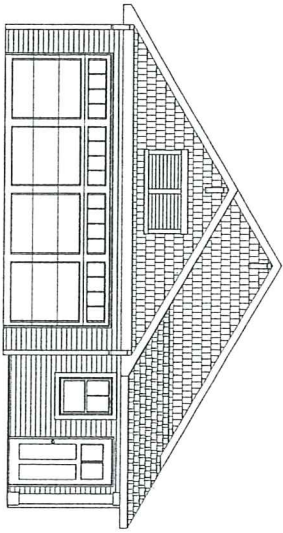
Megan M. DeSchepper
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Jill al 231-8575, de la Cooperativa de Integración del Oeste Central.

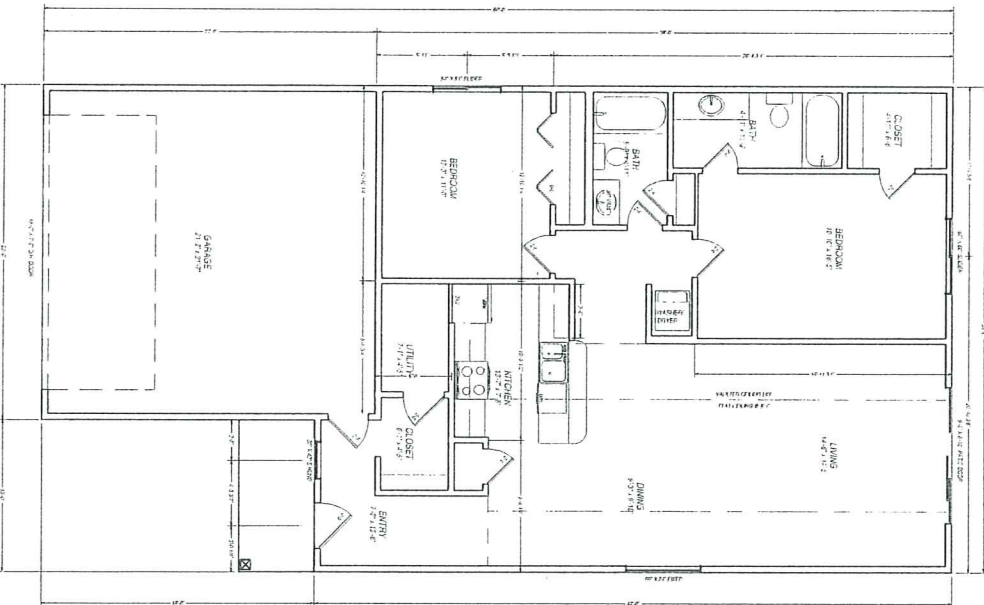
Hadii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo WAC Contact: Lul Yusaf, Somali Women & Family Center (320)235-0532 or (678)467-3217.

If you have any questions regarding the request, please call
City Offices at 235-8311 and ask to speak to Megan DeSchepper.





FRONT ELEVATION
SCALE 1/4" = 1'-0"



FLOOR PLAN
SCALE 1/4" = 1'-0"



DESIGN B. WILDE

KOOSMAN
HOMES

QUALITY & VALUE
320-235-7440
LICENSE # 8060

JOB NAME
CAMBRIDGE THIRD ADDITION

ADDRESS

JOB #

LOWER LEVEL SQ. FT. (UNFINISHED)

MAIN LEVEL SQ. FT. 1256

UPPER LEVEL SQ. FT.

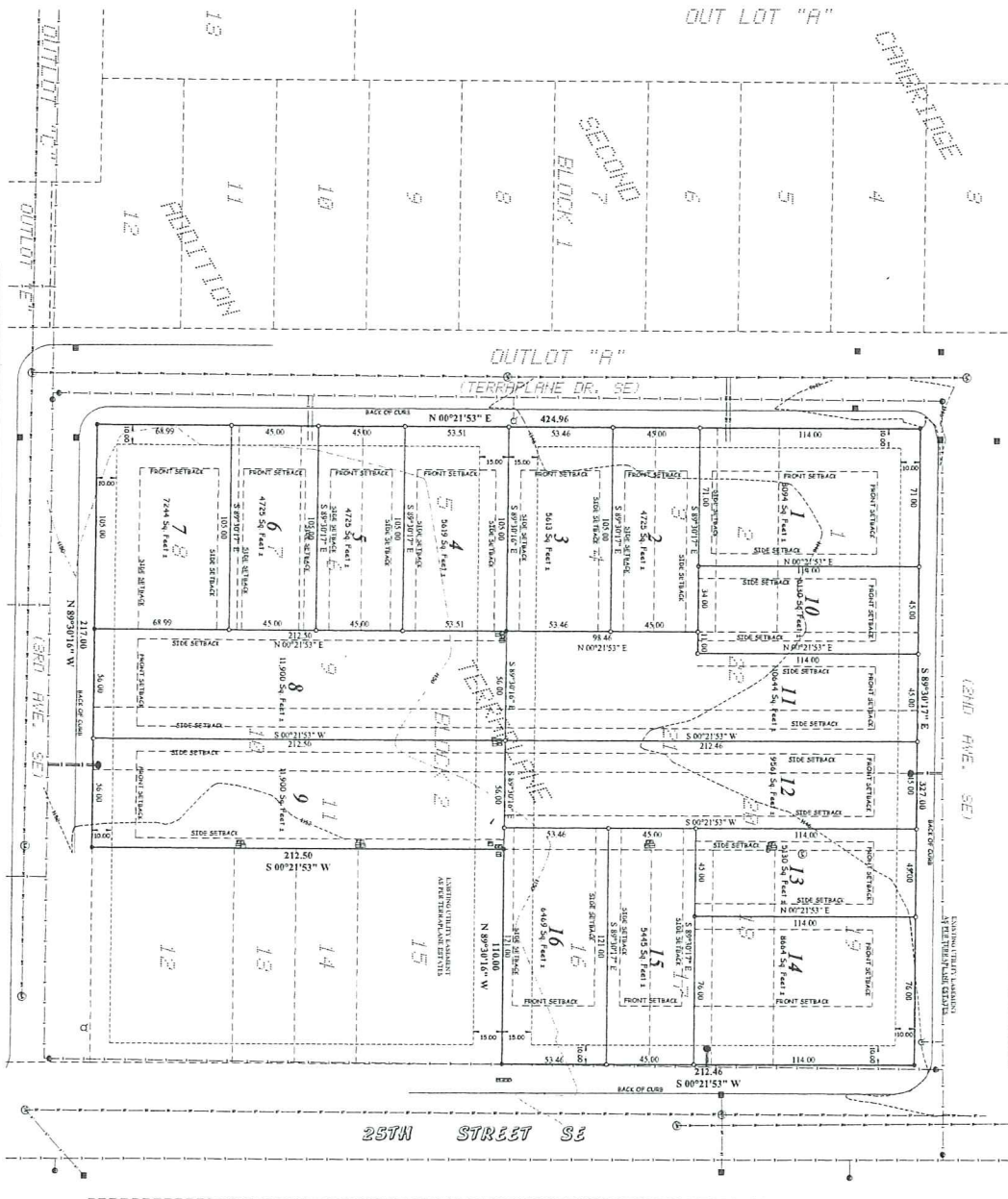
GARAGE SQ. FT. 484

SHEET OF

PRELIMINARY PLAT OF: CAMBRIDGE FOURTH ADDITION

LEGAL DESCRIPTION

Lots 1-11 and Lots 19-22, Block 2, TERRAPLANE ESTATES as of public record
Kandiyohi County, Minnesota
Subject to easements of record



- Legend
- INDICATES IRON MONUMENT PLACED
 - INDICATES IRON MONUMENT FOUND
 - INDICATES WATER VALVE
 - INDICATES HYDRANT
 - INDICATES CATCH BASIN
 - INDICATES STORM SEWER MANHOLE
 - INDICATES SANITARY SEWER MANHOLE
 - INDICATES TELEPHONE PEGS
 - INDICATES CABLE TELEVISION
 - INDICATES WATER LINE
 - INDICATES STORM SEWER LINE
 - INDICATES SANITARY SEWER LINE
- NOTE: ALL UTILITIES SHOWN HEREON ARE FROM RECORD, FIELD SURVEY, AND/OR OTHER SOURCES. THE PLATTEE ASSUMES RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION SHOWN HEREON.

NOTE: THIS SURVEY IS INTENDED ONLY FOR THE BENEFIT OF THE PARTY TO WHOM IT IS MADE. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR WHO MADE THIS SURVEY. UNAUTHORIZED REPRODUCTION OF THIS DOCUMENT IS PROHIBITED.

370 CHAMPEL HILL RD., SUITE 100
COLO SPRING, MN 56320
PH 320-685-5905
FAX 320-685-5036

PRELIMINARY PLAT PREPARED BY:
O'WALLEY & KRON
LAND SURVEYORS, INC.

1004 2ND ST. SE
WILLMAR, MN 56301
PH 320-685-5905
FAX 320-685-5036

I HEREBY CERTIFY THAT THIS SURVEY HAS BEEN MADE BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. MY EXPIRATION DATE IS 12/31/2011. REGISTRATION NO. 4200

SHEET 1 OF 1

JOB NO: 2015-266
FILE NAME: 2015-266PP.DWG
LOCATION: 13-119-35

PRELIMINARY PLAT PREPARED FOR:
KOOSMAN HOMES